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Meeting Minutes

STATE BOARD OF BUILDING REGULATIONS AND STANDARDS
BUILDING OFFICIAL CERTIFICATION COMMITTEE

*Sturbridge Public Safety Building
Sturbridge, MA*

November 2, 2016 9:00 a.m.

Meeting called to order by the Chairman at 9:13 a.m. followed by roll call:

1. Roll Call

- | | | |
|---|---|--|
| a. Donald R. Torrico, Chairman
<i>-Building Officials of Western Massachusetts Member, Lee</i> | <input checked="" type="checkbox"/> present | <input type="checkbox"/> absent |
| b. Michael Clancy, Vice Chairman
<i>-Southeastern Building Official's Association, Hingham</i> | <input checked="" type="checkbox"/> present | <input type="checkbox"/> absent |
| c. Jeff Richards
<i>-Massachusetts Building Commissioner's Association, Weymouth</i> | <input type="checkbox"/> present | <input checked="" type="checkbox"/> absent |
| d. Bonnie Weeks
<i>- Member At Large, Palmer</i> | <input type="checkbox"/> present | <input checked="" type="checkbox"/> absent |
| e. Andrew Bobola
<i>- Member At Large, Mattapoisett</i> | <input checked="" type="checkbox"/> present | <input type="checkbox"/> absent |
| f. Matthew Hakala
<i>- Member At Large, Westford</i> | <input checked="" type="checkbox"/> present | <input type="checkbox"/> absent |
| g. Roger Fuller
<i>- Massachusetts Municipal Association Representative</i> | <input checked="" type="checkbox"/> present | <input type="checkbox"/> absent |
| h. Rob Anderson
<i>- Member from Academia</i> | <input checked="" type="checkbox"/> present | <input type="checkbox"/> absent |
| i. Bill Horrocks
<i>- BBRS Representative</i> | <input checked="" type="checkbox"/> present | <input type="checkbox"/> absent |

Guest Present:

Kimberly Spencer, DPS

- 2.** The minutes from the BOCC meeting on **October 4, 2016**, were reviewed by members present; **MOTION** to approve these minutes was made by **Mathew Hakala**, and seconded by **Michael Clancy**. The vote was unanimous.

3. Application for Certification Packets

- a. On a **MOTION** by Matthew Hakala and seconded by Rob Anderson it was unanimously **VOTED** to approve the application of **Charles R. Schultz, Jr.** (Town of Ayer) for certification in the capacity of **Local Inspector** having met the minimum qualifications for said position defined by MGL c 143 § 3. Reminder to be included with regards to the minimum credit hour requirement. (BO-2042).

4. Examination Approval Packets

- a. On a **MOTION** by Michael Clancy and seconded by Matthew Hakala it was unanimously **VOTED** to deny the request of **Francis Breault** (No Affiliation) for approval to take the required exams to become certified as a building code enforcement official. Mr. Breault does not meet the minimum qualifications as defined by MGL c 143 § 3. Mr. Breault's qualifications were reviewed and tabled October 4, 2016 requesting additional information on his 5 years experience in the supervision of building construction or design. The requested information was not received.
- b. On a **MOTION** by Michael Clancy and seconded by Matthew Hakala it was unanimously **VOTED** to grant the request of **David Carl** (City of Worcester) for approval to take the required exams to become certified as a building code enforcement official. Mr. Carl meets the minimum qualifications set forth by the BBRS for said position of local inspector and inspector of buildings / building commissioner defined by MGL c 143 § 3 and was granted permission to proceed with the required examination process.
- c. On a **MOTION** by Rob Anderson and seconded by Michael Clancy it was unanimously **VOTED** to table the request of **Robert Dupré** (No Affiliation) for approval to take the required exams to become certified as a building code enforcement official. The Committee has requested Mr. Dupré send a response with an explanation how his management responsibilities relates to the construction of the projects.
- d. On a **MOTION** by Rob Anderson and seconded by Andy Bobola it was **VOTED** to grant the request of **Dana Franco** (No Affiliation) for approval to take the required exams to become certified as a building code enforcement official. Mr. Franco meets the minimum qualifications, based on education, set forth by the BBRS for said position of local inspector as defined by MGL c 143 § 3 and was granted permission to proceed with the required examination process. Bill Horrocks opposed due to Mr. Franco only being approved for the local inspector exams.
- e. On a **MOTION** by Matthew Hakala and seconded by Roger Fuller it was unanimously **VOTED** to grant the request of **Paul G. Hutchins** (Town of North Andover) for approval to take the required exams to become certified as a building code enforcement official. Mr. Hutchins meets the minimum qualifications set forth by the BBRS for said position of local inspector and inspector of buildings / building commissioner defined by MGL c 143 § 3 and was granted permission to proceed with the required examination process.
- f. On a **MOTION** by Roger Fuller and seconded by Michael Clancy it was **VOTED** to grant the request of **Bradford Inkley** (Town of Yarmouth) for approval to take the required exams to become certified as a building code enforcement official. Mr. Inkley meets the minimum qualifications set forth by the BBRS for said position of local inspector and inspector of buildings / building commissioner defined by MGL c 143 § 3 and was granted permission to proceed with the required examination process. Bill Horrocks opposed
- g. On a **MOTION** by Michael Clancy and seconded by Andy Bobola it was unanimously **VOTED** to deny the request of **Timothy J. Luce** (No Affiliation) for approval to take the required exams to become certified as a building code enforcement official. The Committee determined Mr. Luce does not have *general knowledge* of the Massachusetts Building Code as defined by MGL c 143 § 3.
- h. On a **MOTION** by Matthew Hakala and seconded by Roger Fuller it was unanimously **VOTED** to deny the request of **Robert D. Markt** (No Affiliation) for approval to take the required exams to become certified as a building code enforcement official. Mr. Markt does not meet the minimum qualifications as defined by MGL c 143 § 3.
- i. On a **MOTION** by Matthew Hakala and seconded by Michael Clancy it was unanimously **VOTED** to deny the request of **Michael Monahan** (No Affiliation) for approval to take the required exams to become certified as a building code enforcement official. The Committee reviewed the additional information forwarded and concluded the résumé and letter do not span the required 5 years experience in building construction or design. Mr. Monahan does not meet the minimum qualifications as defined by MGL c 143 § 3.

- j. On a **MOTION** by Bill Horrocks and seconded by Roger Fuller it was unanimously **VOTED** to deny the request of **John Pappanikou** (No Affiliation) for approval to take the required exams to become certified as a building code enforcement official. The Committee determined he only has 3 of the 5 years experience in building construction or design. Mr. Pappanikou's degree is not relevant to building construction or design and cannot be used in conjunction with his work experience. Mr. Pappanikou does not meet the minimum qualifications as defined by MGL c 143 § 3.
- k. On a **MOTION** by Matthew Hakala and seconded by Andy Bobola it was **VOTED** to grant the request of **James Perry** (No Affiliation) for approval to take the required exams to become certified as a building code enforcement official. Mr. Perry meets the minimum qualifications set forth by the BBRS for said position of local inspector defined by MGL c 143 § 3 and was granted permission to proceed with the required examination process. Bill Horrocks recused.
- l. On a **MOTION** by Bill Horrocks and seconded by Michael Clancy it was unanimously **VOTED** to grant the request of **Scott Rothwell** (No Affiliation) for approval to take the required exams to become certified as a building code enforcement official. Mr. Rothwell meets the minimum qualifications set forth by the BBRS for said position of local inspector and inspector of buildings / building commissioner defined by MGL c 143 § 3 and was granted permission to proceed with the required examination process.
- m. On a **MOTION** by Andy Bobola and seconded by Michael Clancy it was unanimously **VOTED** to deny the request of **David Rowell** (Town of Provincetown) for approval to take the required exams to become certified as a building code enforcement official. After several requests, Mr. Rowell did not forward a copy of his required résumé for review by the Committee.
- n. On a **MOTION** by Bill Horrocks and seconded by Matthew Hakala it was unanimously **VOTED** to grant the request of **Robert E. Scott, Jr.** (No Affiliation) for approval to take the required exams to become certified as a building code enforcement official. Mr. Scott meets the minimum qualifications set forth by the BBRS for said position of local inspector and inspector of buildings / building commissioner defined by MGL c 143 § 3 and was granted permission to proceed with the required examination process.
- o. On a **MOTION** by Andy Bobola and seconded by Michael Clancy it was unanimously **VOTED** to grant the request of **Vincenzo Tirone** (No Affiliation) for approval to take the required exams to become certified as a building code enforcement official. Mr. Tirone, based on his employment from 1994 – 2003, meets the minimum qualifications set forth by the BBRS for said position of local inspector and inspector of buildings / building commissioner defined by MGL c 143 § 3 and was granted permission to proceed with the required examination process.
- p. On a **MOTION** by Andy Bobola and seconded by Michael Clancy it was unanimously **VOTED** to grant the request of **Michael Vacarr** (No Affiliation) for approval to take the required exams to become certified as a building code enforcement official. Mr. Vacarr meets the minimum qualifications set forth by the BBRS for said position of local inspector and inspector of buildings / building commissioner defined by MGL c 143 § 3 and was granted permission to proceed with the required examination process.
- q. On a **MOTION** by Bill Horrocks and seconded by Matthew Hakala it was unanimously **VOTED** to table the request of **Charles Watson** (No Affiliation) for approval to take the required exams to become certified as a building code enforcement official. The Committee has requested detailed information on 5 years experience in the supervision of building construction or design.

5. New Employee Report Form Packets

- a. On a **MOTION** by Matthew Hakala and seconded by Michael Clancy it was unanimously **VOTED** to acknowledge the *New Employee Report Form* of **Bryan Butler** newly appointed to the position of **Inspector of Buildings** for the Town of Norton. Appointed, September 12, 2016, not yet certified as an inspector of buildings / building commissioner. Eighteen month grace period expires March 31, 2018. *NERF signed by Town Manager – is the chief administrative officer*
- b. On a **MOTION** by Michael Clancy and seconded by Andy Bobola it was **VOTED** to acknowledge the *New Employee Report Form* of **David Carl** newly appointed to the position of **Local Inspector** the City of Worcester. Appointed, October 11, 2016, not yet certified as a local inspector. Twelve month grace period expires October 31, 2017. *NERF signed by City Manager – shall be the chief administrative and executive officer*. Bill Horrocks opposed.

- c. On a **MOTION** by Michael Clancy and seconded by Matthew Hakala it was **VOTED** to acknowledge the *New Employee Report Form* of **Brenda Church** appointed to the position of **Building Commissioner** on August 15, 2016 for the Town of Lenox. *NERF signed by Town Manager – shall be the chief administrative officer.* Bill Horrocks opposed.
- d. On a **MOTION** by Roger Fuller and seconded by Andy Bobola it was **VOTED** to acknowledge the *New Employee Report Form* of **Brenda Church** appointed to the position of **Building Commissioner** on July 19, 2016 for the Town of Lee. *NERF signed by Town Administrator.* Bill Horrocks opposed.
- e. On a **MOTION** by Matthew Hakala and seconded by Roger Fuller it was unanimously **VOTED** to acknowledge the *New Employee Report Form* of **Paul G. Hutchins** newly appointed to the position of **Local Inspector** for the Town of North Andover. Appointed, September 12, 2016, not yet certified as a local inspector. Twelve month grace period expires September 30, 2016. *NERF signed by Town Manager – shall be chief administrative officer, appoints all department heads.*
- f. On a **MOTION** by Bill Horrocks and seconded by Michael Clancy it was unanimously **VOTED** to acknowledge the *New Employee Report Form* of **Bradford Inkley** newly appointed to the position of **Local Inspector** for the Town of Yarmouth. Appointed, October 11, 2016, not yet certified as a local inspector. Twelve month grace period will expire October 31, 2017. *NERF signed by Chairman.*
- g. On a **MOTION** by Bill Horrocks and seconded by Rob Anderson it was unanimously **VOTED** to acknowledge the *New Employee Report Form* of **Joseph Latronica** newly appointed to the position of **Inspector of Buildings** on October 1, 2016 for the Town of Cummington. *NERF signed by Chairman.*
- h. On a **MOTION** by Bill Horrocks and seconded by Andy Bobola it was **VOTED** to acknowledge the *New Employee Report Form* of **Carissa Lisee** appointed to the position of **Building Commissioner** on May 9, 2106 for the City of Westfield. *NERF signed by Mayor.* Don Torrico recused.
- i. On a **MOTION** by Michael Clancy and seconded by Matthew Hakala it was **VOTED** to acknowledge the *New Employee Report Form* of **David Moore** appointed to the position of **Inspector of Buildings** on September 15, 2106 for the Town of Bridgewater. *NERF signed by Town Manager.*

On a **MOTION** by Bill Horrocks and seconded by Andy Bobola it was unanimously **VOTED** to reopen the previous motion. Bill Horrocks was notified by the previous Inspector of Buildings that he did not report to the Town Manager who signed his New Employee Report Form. The Committee and the Department need to get to the root of the problem.

On a **MOTION** by Michael Clancy and seconded by Matthew Hakala it was **VOTED** to acknowledge the *New Employee Report Form* of **David Moore** newly appointed to the position of **Inspector of Buildings** on September 15, 2016 for the Town of Bridgewater. *NERF was signed by the Town Manager – shall be chief administrative officer* Andy Bobola, Rob Anderson and Bill Horrocks opposed.

- j. On a **MOTION** by Matthew Hakala and seconded by Michael Clancy it was **VOTED** to acknowledge the *New Employee Report Form* of **George Ricker** newly appointed to the position of **Local Inspector** on October 11, 2106 for the City of Worcester. *NERF signed by City Manager - shall be the chief administrative and executive officer.* Andy Bobola, Rob Anderson and Bill Horrocks opposed.
- k. On a **MOTION** by Matthew Hakala and seconded by Michael Clancy it was **VOTED** to acknowledge the *New Employee Report Form* of **Paul Roma** appointed to the position of **Inspector of Buildings** for the Town of Barnstable. Appointed, May 20, 2016, not yet certified as an inspector of buildings / building commissioner. Eighteen month grace period expires November 30, 2017. *NERF signed by Town Manager – shall be chief administrative officer.* Andy Bobola, Rob Anderson and Bill Horrocks opposed; Town Charter does not state who the Town Manager appoints.
- l. On a **MOTION** by Andy Bobola and seconded by Roger Fuller it was unanimously **VOTED** to **not** acknowledge the *New Employee Report Form* of **David Rowell** appointed to the position of **Local Inspector** for the Town of Provincetown. Appointed, September 12, 2016, not yet certified as a local inspector. Twelve month grace period expires September 30, 2017. *NERF signed by Town Manager – shall hire all town employees; police chief hired with approval of board of selectmen; fire chief appointed by a board.* Mr. Rowell's qualifications have not been approved.
- m. On a **MOTION** by Matthew Hakala and seconded by Michael Clancy it was **VOTED** to acknowledge the *New Employee Report Form* of **Paul Turner** appointed to the position of **Local Inspector** for the Town of Bridgewater. Appointed, August 25, 2016, not yet certified as a local inspector. Twelve month grace period expires August 31, 2017. *NERF signed by Town Manager – shall be chief administrative officer.* Andy Bobola, Rob Anderson and Bill Horrocks opposed.

- n. On a **MOTION** by Bill Horrocks and seconded by Michael Clancy it was **VOTED** to acknowledge the *New Employee Report Form* of **Robert T. Walden** appointed to the position of **Local Inspector** on September 1, 2105 for the Town of Goshen. *NERF signed by Chairman.* Roger Fuller abstain.
- o. On a **MOTION** by Andy Bobola and seconded by Matthew Hakala it was unanimously **VOTED** to acknowledge the *New Employee Report Form* of **Russell Wheeler** newly appointed to the position of **Building Commissioner** on September 19, 2106 for Town of North Attleborough. *NERF signed by Chairman.*

6. Extension Requests to be Certified Packets

- a. On a **MOTION** by Michael Clancy to grant the request of **Albert Legee (Town of Winthrop)** for a second six month extension of time to become certified as an inspector of buildings did not receive a second.

On a **MOTION** by Michael Clancy and seconded by Andy Bobola it was **VOTED** to grant the request of **Albert Legee (Town of Winthrop)** for a second extension of time to become certified as an inspector of buildings / building commissioner. Said extension shall expire September 30, 2017. Don Torrico opposed to the extension for 12 months.

- b. On a **MOTION** by Michael Clancy and seconded by Roger Fuller it was unanimously **VOTED** to grant the request of **Kenneth Murphy (Town of Dennis)** for a first extension of time to become certified as a local inspector. Said extension shall expire April 30, 2017.
- c. On a **MOTION** by Rob Anderson and seconded by Bill Horrocks it was unanimously **VOTED** to grant the request of **Jose Negron (City of Lawrence)** for a second extension of time to become certified as a local inspector. Said extension shall expire April 30, 2017.
- d. On a **MOTION** by Rob Anderson and seconded by Andy Bobola it was unanimously **VOTED** to grant the request of **Ray Ronan (City of Pittsfield)** for a second extension of time to become certified as a local inspector. Said extension shall expire April 30, 2017.
- e. On a **MOTION** by Bill Horrocks and seconded by Michael Clancy it was unanimously **VOTED** to grant the request of **Peter Sun (City of Boston)** for a second extension of time to become certified as a local inspector. Said extension shall expire April 30, 2017.

7. Hearings

- a. On a **MOTION** by Andy Bobola and seconded by Matthew Hakala it was unanimously voted to grant **Jason Forge (Town of Huntington)**, BOCC 10-2016, for approval to take the required exams to become certified as a building code enforcement official. After testimony from Mr. Forge and George Peterson, Building Commissioner Town of Huntington, Mr. Forge meets the minimum qualifications set forth by the BBRS for said position of local inspector and inspector of buildings / building commissioner defined by MGL c 143 § 3 and was granted permission to proceed with the required examination process.

On a **MOTION** by Bill Horrocks and seconded by Michael Clancy it was unanimously **VOTED** to acknowledge the *New Employee Report Form* of **Jason Forge** appointed to the position of **Local Inspector** for the Town of Huntington. Appointed, July 14, 2016, not yet certified as a local inspector. Twelve month grace period expires July 31, 2017.

- b. On a **MOTION** by Rob Anderson and seconded by Bill Horrocks it was unanimously **VOTED** to table the request of **Anthony Terlizzo (No Affiliation)**, BOCC 11-2016, to take the required exams to become certified as a building code enforcement official. The Committee has requested Mr. Terlizzo submit supplemental information to clarify he meets or has equivalent qualifications as defined by MGL c 143 § 3.

8. New Business / Additional Business / Other matters as not reasonably anticipated 48 hours in advance of meeting

- a. For Informational purposes:
There are currently 702 certified building inspectors -- 283 Local – 419 Inspector of Buildings

- b. Rob Anderson commented to Committee members he wanted to experience firsthand the registration process and the atmosphere while taking the ICC exam to become certified as an inspector of buildings / building commissioner.

After reading the Information Bulletin found on the ICC website and following the instructions on registering, the on-line registration process was easy to register for the Legal Module. The exam site located in Boston was a good experience overall. He just happened to receive a private cubicle so he was able to spread all materials out on the desk.

The proctor did not have a list of what materials were permissible at the exam site for this exam or any exams administered at the site. Thinking they might not know what materials were acceptable Rob printed out the list of required materials from the candidate bulletin and brought the list with him to the exam site. Two hours with 75 questions was a reasonable amount of time to complete the exam.

Will be taking the *Building Codes and Standards Module*, formerly the Technology Module, as there have been many complaints about the exhibits and how unclear they are. Rob did receive confirmation the graphics for the exhibits will be changing as of January 2017.

Rob's opinion is the three exams completed for local inspector is enough information for the technical aspect and it was the right thing to eliminate the *Building Codes and Standards Module*. The 5 exams, three for local inspector and two for inspector of buildings, supported by education is a good test to someone's ability to perform as a building inspector.

9. Review Application for Continuing Education

- a. The continuing education submitted was reviewed by members present; MOTION to approve was made by Andy Bobola and seconded by Matthew Hakala. MOTION passed by unanimous vote.

Name	Date	Course Description	CEU's	Cat	Course Number
Al Legee	9/2016	OSHA 10	10.0	1	C-035*
	8/31/2016	12 hour CSL Continuing Education Mass Construction School	10.0	1	C-2233*
	7/2016	Nightclub fire Safety	6.5	1	C-066*
District 11	10/4/2016	Holbrook - Haunted Houses, Misc Subjects	2.0	2	D11-1016
	8/31/2016	Hingham - 2015 IECC Energy provisions	2.0	2	D11h-0816
	9/28/2016	Hingham - Building and Zoning	2.0	2	D11h-0916
District 1	9/30/2016	521 CMR - Toilet/Stairs/Wheelchair approach Space; 780 CMR Exterior Stair Certification	3.0	1	D1-0916
State Building Inspector	10/6/2016	IPS - ticketing - Code Review	3.0	1	SBI-1016
SEMBOA	8/10/2016	"The Killer Show" the story of the Station Night Club Fire	3.0	1	SE-1016
Robert Marsilia	10/13/2016	NH State Fire code - Update Training NFPA 101: Life Safety Code, 2015 Edition	4.5	1	C-2772
DOER	10/12/2016	What's New with MA Building Energy Code: A Review of the 2015 IECC Requirements and Updated Stretch Code - Webinar	1.0	1	C-2773
District 12	9/28/2016	Notice of Violation Round Table	3.0	1	D12-0916
Luis Santana	10/5/2016	FEMA webinar - Building Codes - Why They Matter	1.5	1	C-2774
Jeff Richards	10/17/2016	ICC - Roof Snow Retention - An Often Over-Looked Safety Concern ICC# 1010-9464	1.0	1	IC-252
	10/17/2016	ICC - Joint Framing and Protection ICC# 1010-9469	1.0	1	IC-253
	10/18/2016	ICC - Underground Buildings: Hunt Midwest Subtropolis Tour ICC 1010-9041	3.0	2	IC-254
	10/16/2016	ICC - World War I Museum Architectural Tour/Pickwick historical Renovation Project ICC# 1010-9038	6.0	2	IC-255
	10/16-21/2016	ICC - International Code Conference Annual Conference	10.0	1	IC-256
MBCIA	6/23/2016	ICC Residential Inspection Training	6.0	1	MB-0616
	7/28/2016	BBRS Update to MA code for 2015	3.0	1	MB-0716
	8/25/2016	International Mechanical Code	3.0	1	MB-0816
Nelson Miller	6/16/2016	Moderate Risk Deleading Option	0		C-2775
	5/12/2015	Lead-Safe Renovator - supervisor Initial	0		C-2776
	10/2016	Nightclub Fire Safety	6.5	1	C-066*
	6/10/2016	Firestop Inspection for AHJ's	8.0	1	C-2427*

District 13	10/24/2016	Permitting Requirements Oak Bluffs & Hyannis	3.0	1	D13-1016
Rob Anderson Joseph Braga	10/2016	Nightclub Fire Safety	6.5	1	C-066*
MetroWest	10/18/2016	Building Safety: General Topics – Administration of the code and Existing Building Code	3.0	1	MW-1016
District 5	10/25/2016	Unsafe Structures	2.0	1	D5-1016
District 7	10/26/2016	Roof Hazards	1.0	1	D7-1016
District 12	10/26/2016	Appointing Authority / Permit Application Requirements	3.0	1	D12-1016

Next meeting scheduled for **December 7, 2016, Sturbridge Public Safety Building, Sturbridge, MA**